



## Federal Bureau of Investigation

Washington, D.C. 20535

November 30, 2018

MUCKROCK NEWS  
DEPARTMENT MR 62848  
411A HIGHLAND AVENUE  
SOMERVILLE, MA 02144

FOIPA Request No.: 1420863-000  
Subject: TAVEL, WILLIAM SAXBY  
(PERSONNEL FILE)

Dear Mr. Galante:

This is in reference to your Freedom of Information/Privacy Acts (FOIPA) request.

By letter dated October 29, 2018, you indicated your willingness to pay \$0.00 in FOIA processing fees. The Federal Bureau of Investigation (FBI) has located approximately 1,587 pages of records potentially responsive to the subject of your request. By DOJ regulation, the FBI notifies requesters when anticipated fees exceed \$25.00. Below you will find check boxes and informational paragraphs about your request. Please read each one carefully.

Please be advised that you are entitled to the first 100 pages free of charge. If the release is made on Compact Disc (CD), you will receive the cost equivalent (\$5.00) as a credit.

- If all potentially responsive pages are released on CD, you will owe \$\_\_\_\_ in duplication fees (   CDs at \$15.00 each, less \$5.00 credit for the first CD). Releases are made on CD unless otherwise requested. Each CD contains approximately 500 reviewed pages per release. The 500 page estimate is based on our business practice of processing complex cases in segments.
- Should you request that the release be made in paper, you will owe \$\_\_\_\_ based on a duplication fee of five cents per page. See 28 CFR §16.10 and 16.49.
- You submitted your request via the FBI's eFOIPA system. Releases will be made to you electronically, and you will owe \$55.00 in duplication fees (4 releases at \$15.00 each, less \$5.00 credit for the first release).
- The FBI's eFOIPA system cannot transmit digital media files, and they will need to be released on CD. The FBI located audio and video files that are potentially responsive to the subject of your request. If all of the potentially-responsive media is released, you will owe \$\_\_\_\_\_ (   CDs at \$15.00 each, less \$5.00 credit for the first CD).
- CDs will not be sent to a correctional institution. You will only qualify for CD releases if an alternate address is provided.
- You will owe approximately \$\_\_\_\_ in international shipping fees.

**The estimated total cost for processing your request is approximately \$55.00 for electronic releases.**

Please remember this is only an estimate, and some of the information may be withheld in full pursuant to FOIA/Privacy Act exemption(s). Also, some information may not be responsive to your subject. Thus, the actual charges could be less.

### Requester Response

**No payment is required at this time. You must notify us in writing within thirty (30) days from the date of this letter of your format decision (paper or CD) unless your request qualifies for eFOIPA releases. You must also indicate your preference in the handling of your request in reference to the estimated duplication fees from the following four (4) options:**

- I am willing to pay estimated duplication/ international shipping fees up to the amount specified in this letter.
- I am willing to pay fees of a different amount.

**Please specify amount:** \_\_\_\_\_

- Provide me 100 pages or the cost equivalent (\$5.00) free of charge. If applicable, I am willing to pay International shipping fees.
- Cancel my request.

**Include the FOIPA Request Number listed above in any communication regarding this matter.**

For your information, Congress excluded three discrete categories of law enforcement and national security records from the requirements of the Freedom of Information Act (FOIA). See 5 U.S.C. § 552(c) (2006 & Supp. IV (2010)). This response is limited to those records subject to the requirements of the FOIA. This is a standard notification that is given to all our requesters and should not be taken as an indication that excluded records do, or do not, exist.

You have the opportunity to reduce the scope of your request; this will accelerate the process and could potentially place your request in a quicker processing queue. This may also reduce search and duplication costs and allow for a more timely receipt of your information. The FBI uses a multi-queue processing system to fairly assign and process new requests. Simple request queue cases (50 pages or less) usually require the least time to process.

Please advise in writing if you would like to discuss reducing the scope of your request and your willingness to pay the estimated search and duplication costs indicated above. Provide a telephone number, if one is available, where you can be reached between 8:00 a.m. and 5:00 p.m., Eastern Standard Time. Mail your response to: **Work Process Unit; Record Information/Dissemination Section; Information Management Division; Federal Bureau of Investigation; 170 Marcel Drive; Winchester, VA 22602.** You may also fax your response to: 540-868-4997, Attention: Work Process Unit.

For questions regarding our determinations, visit the [www.fbi.gov/foia](http://www.fbi.gov/foia) website under "Contact Us." The FOIPA Request number listed above has been assigned to your request. Please use this number in all correspondence concerning your request.

You may file an appeal by writing to the Director, Office of Information Policy (OIP), United States Department of Justice, Suite 11050, 1425 New York Avenue, NW, Washington, D.C. 20530-0001, or you may submit an appeal through OIP's FOIA online portal by creating an account on the following web site: <https://www.foiaonline.gov/foiaonline/action/public/home>. Your appeal must be postmarked or electronically transmitted within ninety (90) days from the date of this letter in order to be considered timely. If you submit your appeal by mail, both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal." Please cite the FOIPA Request Number assigned to your request so it may be easily identified.

You may seek dispute resolution services by contacting the Office of Government Information Services (OGIS) at 877-684-6448, or by emailing [ogis@nara.gov](mailto:ogis@nara.gov). Alternatively, you may contact the FBI's FOIA Public Liaison by emailing [foipaquestions@fbi.gov](mailto:foipaquestions@fbi.gov). If you submit your dispute resolution correspondence by email, the subject heading should clearly state "Dispute Resolution Services." Please also cite the FOIPA Request Number assigned to your request so it may be easily identified.

Sincerely,



David M. Hardy  
Section Chief,  
Record/Information  
Dissemination Section  
Information Management Division